

**Minutes of the meeting of the
Executive Committee
of the SUNY-Downstate College of Medicine
January 10, 2011**

Present: M. Feuerman, K. Powderly, P. Sass, S. Eisner, R. Twersky, S. Rinnert, P. Maccabee, M. Hammwerschlag, I. Bodis-Wollner, C. Doty, A. Norin, V. Anderson, R. Viswanathan, J. Brown, S. Miller, F. Gress

The meeting was called to order by Dr. Feuerman. Minutes were reviewed by Dr. Feuerman and revisions were made. Minutes accepted with revisions.

Dr. Feuerman introduced Dr. Sass, who presented the committee handouts of the Curriculum Renewal. (See attachment 1) Dr. Sass asked the committee for questions and comments.

Presiding Officer's Report

Dr. Feuerman asked Dr. Bodis-Wollner (Co-chair, Nominations) if he could start the nomination process early. One of the tasks for the Executive Committee is to find faculty members who will serve on the University Faculty Senate. Dr. Powderly stated that she is member of the faculty senate and gave a brief description of the position. Dr. Feuerman asked Dr. Bodis-Wollner to work with Dr. Powderly to get more information on the Faculty Senate to move forward. Dr. Rinnert volunteered to serve on the Faculty Senate.

Sub-Committee Reports

Dr. Feuerman met with sub-committee chairs to go over goals for the next two years.

Student Admissions, Academic Standards and Student Activities

Dr. An will work with the curriculum renewal committee to define the mechanism of evaluating student promotions.

CEPC

Dr. Eisner stated that she contacted previous members of CEPC to see if they wanted to serve on the committee. She got many responses. She reached out to other faculty members. She is waiting for them to respond. Once she gets an idea of who is returning, she will add more members. Dr. Eisner viewed materials from other schools to see what other schools are doing with curriculum committees. Some of the curriculum committees have a great deal of power and say while other committees are not as powerful. Dr. Eisner asked anyone who is interested or has suggestions to let her know.

Student Activities

Dr. Powderly spoke with the president of the 4th year class who will facilitate a meeting with head of med council or a presentation to med council. Dr. Powderly asked the student center for a list of student clubs. She wanted to know which clubs have faculty advisors and which do not. She stated that she hopefully she will have an update by the next meeting.

Dr. Feuerman will meet with Dr. Avitable, who is the chair of Faculty & Professional Staff.

She is also in the process of recruiting a chair for the Research, Resources and Budget sub-committee.

Old Business

Dr. Feuerman stated that the recycling committee has not met.

Dr. Feuerman requested a meeting with Jennifer Brown in regard to R-25.

Dr. Avitable and Dr. Twersky are working on the faculty survey for the basic sciences.

New Business

Dr. Feuerman stated that in that past there was a Library committee and she does not know what happened to this committee. She feels that there is a need for a Library committee so faculty can voice their opinions on Library issues, such as journal subscription and resources that are offered to the faculty.

Dr. Feuerman presented three names to Dean Taylor in regards to the promotion committee. The Dean stated that the suggested faculty members are block directors and might have a conflict of interest. She is looking for other faculty members but the problem with the current curriculum is that there are so many block directors that it might diminish the number of people who are able to serve

Dr. Powderly stated that the Division of Humanities received an endowment of \$100,000 from the John Conley Foundation. Dr. Powderly stated that the Division might be renamed for Dr. Conley. There used to be a Conley Dept of Medical Ethics at St. Vincent Medical Center, but the hospital recently closed. One of the proposals through the Division of Humanities is to have a "Train the Trainer" program in ethics and professionalism for the chief residents. This would be considered a professionalism working group, which ties with the Executive Committee and the curriculum renewal. There will be other activities which can be opportunities for faculty development.

Dr. Viswanathan emailed the committee (see attachment 2) a proposal that SUNY Downstate Administration and Kings County Hospital Administration explore the possibility of constructing a plaza on Clarkson between Downstate and KCH at New York Avenue. The committee supported this proposal.

Dr. Rinnert stated that he is working on a Faculty Development workshop in conjunction with the Library. The theme will be technology in the classroom. Date and time will be emailed to faculty.

Respectfully submitted,

Kathleen E. Powderly, PhD